

We are proud to present our Study Abroad Programs for the summer of 2012 and for the school year 2012-2013 in Valencia, Spain.

Our 62 years of experience enable us to offer the highest quality programs at the lowest possible cost. We offer two summer sessions with classes from beginners to graduate levels. For intermediate or advanced students we recommend a semester or a school year. Participating in any of these programs will be a most rewarding experience.

Whether you are a college student, a teacher on sabbatical leave, or a person simply interested in the Spanish language and culture, we offer you the opportunity to improve your fluency and knowledge of Spanish while pursuing your personal interests.

Our professors have been selected for their outstanding teaching abilities and their knowledge of the American system of education. Our curriculum is designed so that students adapt easily to any of the programs we offer.

**We hope that these programs will be of interest to you.**



**Index**

WHY THE ISS?	4
LOCATION	5
VALENCIA	6
PRACTICAL INFORMATION ABOUT VALENCIA	8
PROGRAMS 2012 -2013	9
FREQUENTLY ASKED QUESTIONS. Lodging and Meals	11
COURSES AVAILABLE	12
COURSES OF INSTRUCTION	13
FREQUENTLY ASKED QUESTIONS. The Schooling	17
IMPORTANT INFORMATION	18
FINANCIAL INFORMATION	20
REFUND POLICY	21
APPLICATION PROCEDURE	22

## Why the ISS?

The **Institute of Spanish Studies** was established in 1950 in cooperation with the Universities of San Francisco and Valencia. In 1985 the Institute became an independent program; at present it is associated with Longwood University of Virginia. Classes in Valencia are held at the American Institute, with its own fully equipped premises.

In addition, the Institute of Spanish Studies has established collaboration agreements with other American Institutions such as Oral Roberts University, Marywood University, Cedarville University, Framingham University, and others.

Credits for the courses taken at the Institute of Spanish Studies may be obtained directly from the Institute of Spanish Studies or through Longwood University.

### EXPERIENCE

We offer a proven method to acquire in-depth knowledge of the Spanish language, literature and culture. In addition to regular classes, our program of cultural activities and the direct contact with Spanish people are ideal ways to attain this objective. The faculty is composed of highly qualified professors from Spanish Universities, and most US educational institutions accept credits for our courses.

The Institute is proud of having had over 20,000 satisfied students since 1950. Many American colleges and universities have sponsored our Institute and entrusted us with their students.

### PERSONAL ATTENTION

At the Institute, our students come first. The small classes and individual attention paid to each student allow very close interaction between students and teachers. As a result, most students talk about the feeling of being in a large family, where their personal needs are addressed.



## Location

The best place to learn Spanish is unquestionably the country of origin. And to be in Spain is to have access to its rich history and culture, to be studied and enjoyed in depth through its monuments and landscapes.

Spain's location and its integration with Europe are perfect for students to travel to other countries during weekends or vacation, using excellent means of transportation by bus, train or airplane.

The Institute of Spanish Studies is located in the university area of Valencia, in a residential area near "Los Viveros," the largest park in the city. It takes about 20 minutes to walk from the school to the historical downtown area.



*Valencia is an ideal location to spend time learning Spanish.*



*This enchanting city offers a most splendid site to any person seeking the culture and personality of Spain.*

## Valencia

**Valencia is an ideal location to spend time learning Spanish.** These are some of the reasons: With almost 1 million inhabitants, Valencia is neither too big nor too small. It is the third largest city in Spain, large enough to offer a rich variety of culture and entertainment, such as theaters, expositions, conferences, concerts, sport activities, etc., and small enough for the visitor to know and enjoy.

Among the many festivities that Valencia has we will mention only the Fallas Festival - March 15th to March 19th with its fireworks and its famous bullfights and the July Fair - July 18th to July 31st, with its matchless flower battle and bullfights. Valencia's Mediterranean weather means mild, sunny winters, and warm summers to enjoy the beach. It can't get any better! Conveniently connected to all major cities in Spain, Valencia is located 220 miles from Madrid, 220 miles from Barcelona, 500

miles from Sevilla and 130 miles from the Island of Mallorca. This enchanting city offers a most splendid site to any person seeking the culture and personality of Spain.

Valencia offers a wide variety of cultural activities such as lectures, concerts, festivals and museums. Visits and activities will be organized throughout the summer and the school year. During the school term as in the Summer Sessions, some Saturday excursions to nearby places have been planned as described in the program. These activities will enable students to enjoy full access to the Spanish cultural treasures and to engage in social relations with a wide variety of students and scholars of Spain. These excursions will be free of any extra charge. And for those who like swimming and sunbathing, several beaches along the Mediterranean seashore offer a special attraction.



## Practical information about Valencia

• **How big is Valencia?** Valencia is the third largest city in Spain, after Madrid and Barcelona. Including its suburbs, Valencia has almost 1 million inhabitants.

• **How is the climate?** Valencia's climate is Mediterranean, i.e., very mild. Summers are warm but temperatures seldom exceed 30° C (86° F). In winter they are rarely below 10° C (50° F).

It doesn't rain much, and the rainy seasons are normally the fall (September-October) and the spring (April-May). It is normally sunny and in winter it's very pleasant to walk outdoors and enjoy the open air cafes during the day.

• **How far is the beach?** The closest beach is about 15 to 20 minutes from downtown, and there are other beaches some 30 minutes away. There are regular buses to all of them, especially during the summer.

• **Where is the school?** The Institute of Spanish Studies is located in the university area of Valencia, in a residential area near "Los Viveros," the largest park in the city. It takes about 20 minutes to walk from the school to the downtown area.

• **Is there public transportation?** There is a large network of public buses and metro that connects practically every point in the city. It's quite easy to get from the school to the center or to the students' homes.

## Programs 2011 -2012

2012

Summer



FIRST SESSION:

May 29 to June 30, 2012

SECOND SESSION:

July 3 to August 4, 2012

Fall Semester



September 4 to December 15, 2011

2013

Spring Semester



January 15 to May 4, 2013



### SUMMER 2012. 1ST SESSION

**Tuesday, May 29**

Home stay accommodation in Valencia begins on this day.

**Wednesday, May 30**

Inauguration of the School Term. Orientation Meeting. Visit of Valencia.

**Thursday May 31**

Classes begin

**Saturday June 2**

Excursion to Roman town of Sagunto and Canet beach.

**Saturday, June 9**

Full day excursion to Peñíscola, the beach and the castle of the anti-Pope Benedictus XIII.

**Saturday, June 16**

Full day excursion to Gandia beach.

**Friday, June 29**

Final examinations in the morning.

**Saturday, June 30**

End of session.

### SUMMER 2012. 2ND SESSION

**Tuesday, July 3**

Home stay accommodation in Valencia begins on this day.

**Wednesday, July 4**

Inauguration of the School Term. Orientation Meeting. Visit of Valencia.

**Thursday, July 5**

Classes begin.

**Saturday, July 7**

Full day excursion to Gandia beach.

**Saturday, July 14**

Excursion to Roman town of Sagunto and Canet beach.

**Saturday, July 21**

Full day excursion to Peñíscola, the beach and the castle of the anti-Pope Benedictus XIII.

**Friday, August 3**

Final examinations in the morning.

**Saturday, August 4**

End of session.



## FALL SEMESTER 2012

### **Tuesday, September 4**

Home stay accommodations in Valencia begins on this day.

### **Wednesday, September 5**

Orientation meeting with the Director and Counselor. Visit of Valencia.

### **Thursday, September 6**

Classes begin.

### **Saturday, September 8**

Full day excursion to the castle and beach of Peñíscola

### **Saturday, September 22**

Full day excursion to the Roman town of Sagunto.

### **October 22 - 26**

Mid-Term examinations.

### **Thursday, November 22**

Thanksgiving holiday.

### **December 10 - 14**

Final examinations.

### **Wednesday, December 12**

End of semester farewell party.

### **Saturday, December 15**

End of semester.

## SPRING SEMESTER 2013

### **Tuesday, January 15**

Home stay accommodations in Valencia begins on this day.

### **Wednesday, January 16**

Orientation Meeting with the Director and Counselor. Visit of Valencia.

### **Thursday, January 17**

Classes begin.

### **Saturday, January 19**

Excursion to the Roman town of Sagunto.

### **March 4 to March 8**

Mid-Term examinations.

### **March 14 to March 19**

Festival of Las Fallas.

### **March 28 to April 1**

Easter Holidays.

### **Saturday, April 13**

Full day excursion to Teruel and Albarracín.

### **Wednesday, May 2**

End of Semester farewell party.

### **April 29 to May 3**

Final examinations.

### **Saturday, May 4**

End of semester.

## Frequently asked questions



### LODGING AND MEALS

During the school term and the Summer Sessions lodging and three daily meals will be provided in private homes. Families who usually receive foreign students as boarders in their homes live in apartments or flats. Families and accommodations have been carefully reviewed and approved by our director of housing (rooms are double occupancy). All homes are located close to public transportation so that both the school and the center of town can easily be reached.

• **How are the homes students live in?** In Spain, almost everybody lives in apartments, and they are normally smaller than those in the US.

• **Will I live very far from the school?** The homes can be in any area of the city, although we try to have them close enough to the school. If they are a little far, there is always a bus that will pass near the school.

• **Do the families speak English?** In most cases, no. That forces the student to speak Spanish, and that's the whole idea.

• **What if I have special needs related to diet, health, etc.?** If you do (for example, if you are vegetarian or are allergic to certain foods, etc.), you must notify the Institute as soon as possible so that we can find a family that can cater to your needs. Normally there is no additional cost associated with this, unless the special need is quite unusual and special efforts must be made to accommodate the student.

• **Is there more than one student in each home?** Normally there will be two of our students in each home. Our experience tells us that this is psychologically good for the students and gives them more confidence. In some instances, there are other Spanish students in the same family.

• **What happens if I have a problem with the family?** All the families in our program have been carefully selected and they have had the experience of hosting American students in the past. However, if there is ever a problem with any of the families, the Institute will help the students solve the problem, even if it requires switching to another home.



## Courses available

Summer ☀ Fall 🍁 Spring ☀

division	reference	course name	season
LD	SPAN 101	Elementary Spanish	☀ 🍁 ☀
LD	SPAN 102	Elementary Conversation	☀ 🍁 ☀
LD	SPAN 201	Intermediate Spanish	☀ 🍁 ☀
LD	SPAN 202	Intermediate Conversation	☀ 🍁 ☀
UD-LD	ART 262	History of Spanish Art (English)	☀ 🍁 ☀
UD-LD	HIST 295	Background of Spanish Civilization (English)	☀ 🍁 ☀
UD-LD	HIST 495	Present Day Spain (English)	☀ 🍁 ☀
UD	SPAN 311	Upper Intermediate Spanish	☀ 🍁 ☀
UD	SPAN 312	Upper Intermediate Conversation	☀ 🍁 ☀
UD-G	SPAN 315	Spanish for Business	☀ 🍁 ☀
UD	SPAN 330	History of Spain	☀ 🍁 ☀
UD-G	SPAN 331	History of Spanish America	☀ 🍁 ☀
UD	SPAN 335	History of Spanish Art	☀
UD	SPAN 335A	History of Spanish Art I	🍁
UD	SPAN 335B	History of Spanish Art II	☀
UD	SPAN 341	Survey of Spanish Literature I	☀ 🍁
UD	SPAN 342	Survey of Spanish Literature II	☀ ☀
UD-G	SPAN 352	Survey of Spanish American Literature	☀ 🍁 ☀
LD	SPAN 364	Introduction to Hispanic Literature	☀ 🍁 ☀
UD	SPAN 401	Advanced Grammar and Written Expression	☀ 🍁 ☀
UD	SPAN 402	Spanish Phonetics	☀ 🍁 ☀
UD	SPAN 403	Advanced Conversation	☀ 🍁 ☀
UD-G	SPAN 405	General Translation	☀ 🍁 ☀
UD-G	SPAN 412	Cervantes and the Literature of the Golden Age	☀ 🍁 ☀
UD-G	SPAN 413	Spanish Literature of the 19th and 20thCenturies	☀ 🍁 ☀
UD-G	SPAN 414	Contemporary Spanish Literature	☀ 🍁 ☀
UD-G	SPAN 435	The Jews in Spain	☀ 🍁 ☀
UD-G	SPAN 440	Present Day Spain	☀ 🍁 ☀
UD-G	SPAN 445	Women in the History of Spain	☀ 🍁 ☀
UD	SPAN 450	History of Spanish Cinema	☀ 🍁 ☀

LD: Lower Division (no prerequisite). UD: Upper Division (16 Units of Lower Division Spanish). G: Graduate (Special Arrangements).

☀ Summer 🍁 Fall ☀ Spring

## Courses of instruction

SPAN 101	<b>Elementary Spanish (LD)</b>	☀ 🍁 ☀
Essentials of grammar; written and conversational exercises; reading of selected material based on cultural approach and knowledge of Spain and Spanish-America; systematic training in pronunciation. Instruction mainly conducted in Spanish.		
SPAN 102	<b>Elementary Conversation (LD)</b>	☀ 🍁 ☀
A course intended to introduce the student to very simple every day conversational topics. No written work. To be taken concurrently with Spanish 101.		
SPAN 201	<b>Intermediate Spanish (LD)</b>	☀ 🍁 ☀
Review of grammar, composition and conversation. Intensive reading of contemporary texts. Outside assignments and conversation. Classes will be mostly conducted in Spanish. Prerequisite: Spanish 101 or 2 years of high school Spanish.		
SPAN 202	<b>Intermediate Conversation (LD)</b>	☀ 🍁 ☀
Conversation arranged among students, with the help of the instructor, on assigned topics dealing with contemporary life and culture. Prerequisite: Spanish 102 or the equivalent. To be taken concurrently with Spanish 201.		
ART 262	<b>History of Spanish Art (English) (UD / LD)</b>	☀ 🍁 ☀
Same as SPANISH 335 except that lectures are given in English.		
HIST 295	<b>Background of Spanish Civilization (English) (UD / LD)</b>	☀ 🍁 ☀
Same as SPANISH 330 except that lectures are given in English.		
HIST 495	<b>Present Day Spain (English) (UD / LD)</b>	☀ 🍁 ☀
Same as SPAN 440 except lectures, coursework and exams are in English.		
SPAN 311	<b>Upper Intermediate Spanish (UD)</b>	☀ 🍁 ☀
Study of the more complex grammatical structures: the verbs "ser" and "estar"; use of prepositions; uses of "por" and "para": the imperative and the subjunctive.		

SPAN 312	<b>Upper Intermediate Conversation (UD)</b> ❀ ❀ ❀
	Practical course in which students are encouraged to use the various verb tenses and modes as well as more complex sentences with a richer vocabulary. Preferably to be taken concurrently with SPAN 311.
SPAN 315	<b>Spanish for Business (UD / G)</b> ❀ ❀ ❀
	Vocabulary and terminology used in business practice, commercial forms and letter writing. Letters of introduction, recommendation, claim and business. Courtesy business. Product offers and sales correspondence. Official correspondence and documentation. Sales orders. Urgent communication .Business Translation. Retail and wholesale markets. Prices. Legal characteristics of companies. Means of payment.
SPAN 330	<b>History of Spain (UD)</b> ❀ ❀ ❀
	Geography and Man. Prehistory. Primitive Spain. Roman and Visigothic Spain. Moslem Spain. The Reconquest. The Catholic Kings. The Spanish domination during the XVI Century. The Spanish crisis of the XVII Century. Reformism in the 18th Century. The origins of contemporary Spain. The epoch of Isabel II and the Revolution (1868- 1875). The era of the Bourbon Restoration (1875-1902). Carlism and the Restoration. The XX Century. Political parties.
SPAN 331	<b>History of Spanish-America (UD / G)</b> ❀ ❀ ❀
	America as a cultural unity; geographical background. Cultures of the Mayans, Incas and Aztecs. Hispanidad; outline of Spanish culture. Discovery and conquest of America. Colonization, culturization of Spanish-America. Independence. Lectures in Spanish.
SPAN 335	<b>History of Spanish Art (UD)</b> ❀
	Prehistoric art; art of the primitive «pueblos», Spanish Romanesque art; styles of the Middle Ages; Renaissance art; Velázquez, the «academicismo»; Goya, the precursor of modern painting; and present-day art. Lectures in Spanish.
SPAN 335A	<b>History of Spanish Art I (UD)</b> ❀
	Introduction. Prehistoric art: Paleolithic and Neolithic. Spanish-Romanic art. Pre-Romanic art. Spanish-Moslem Art. The great international styles of the Middle Ages and its special Spanish version. A comparative study of the Romanic and Gothic styles. Romanic art: its beginnings and evolution in architecture, sculpture and painting. Santiago de Compostela. Gothic art.
SPAN 335B	<b>History of Spanish Art II (UD)</b> ❀
	Renaissance art. Baroque art. Neoclassical art. Present-day art.
SPAN 341	<b>Survey of Spanish Literature I (UD)</b> ❀ ❀
	Historical background. Primitive poetry. The beginning of prose. The literature of the XIV Century. The XV Century. Humanism. The theater: its origins. Period of the Catholic Kings. The Renaissance. El Romancero. The pastoral novel. Introduction to the Siglo de Oro. The new poetry .Epic poetry of the Renaissance. The theater before Lope. Chivalric books. Cervantes. The Picaresque Novel. The Baroque. The Conceptismo. The School of Calderon. Outside reading of representative works. Written reports.

SPAN 342	<b>Survey of Spanish Literature II (UD)</b> ❀ ❀
	From the XVIII Century to Modern Times. The XVIII Century: characteristics. Decline of traditional lyrics and novels. The Neoclassic theater. Lyrics and fabulists. The XIX century. Origins of Romanticism. Romantic lyrics. The Novel: Costumbrismo. Critics of the Romantic Period. Post-Romantic Lyrics. The realistic theater. The realistic novel. The regional novel. The Generation of '98 and Modernism: the essay and theater. Rejuvenescence of the Generation of '98. The Generation of '27: poetry and theater. The Generation of '36: novel, theater and poetry. The postwar generation: novel, poetry and theater. Outside reading of representative works. Written reports.
SPAN 352	<b>Survey of Spanish-American Literature (UD / G)</b> ❀ ❀ ❀
	Precedents: The Colonial Period and the struggle for independence. The XIX Century before Modernism. Modernism and Realism, and the Contemporary Period. Required reading and written assignments. Lectures in Spanish.
SPAN 364	<b>Introduction to Hispanic Literature (LD)</b> ❀ ❀ ❀
	Introduction to some of the best authors from Spain and Latin America of the past and present and their outlook on life by reading and reflecting on some their works. Analysis and appreciation of the structural elements typically associated with the various genres (fiction, poetry, essays and drama). Examine and reflect on universal themes and messages and/or in particular what these works want to communicate. Compare worldviews reflected by the authors in their works with the perspective of a biblical worldview.
SPAN 401	<b>Advanced Grammar and Written Expression (UD)</b> ❀ ❀ ❀
	Revision and intensive study of the more difficult points of Spanish grammar and their application in written expression.
SPAN 402	<b>Spanish Phonetics (UD)</b> ❀ ❀ ❀
	The pronunciation of the Spanish language as spoken today by the educated people of Spain and Spanish America. Particular emphasis on vowels, consonants, sound changes, intonation of sentences, Spanish American pronunciation. General concepts of phonetics: intensity, quantity, intonation. Articulation drills. Use of phonetic texts and transcriptions. Intonation drills. Etc.
SPAN 403	<b>Advanced Conversation (UD)</b> ❀ ❀ ❀
	Advanced level conversation course where students will be able to put into practice their command of the language. Preferably to be taken concurrently with SPAN 401
SPAN 405	<b>General Translation (UD / G)</b> ❀ ❀ ❀
	Vocabulary and terminology used in literary texts of general interest: newspapers, magazines, news bulletins, prose, etc. Translation from English to Spanish and Spanish to English.
SPAN 412	<b>Cervantes and the Literature of the Golden Age (UD / G)</b> ❀ ❀ ❀
	A study of the literature of the "Golden Age" in the context of the 16th Century society. Including: Lazarillo de Tormes and the great works of Lope de Vega, Tirso de Molina, Calderon de la Barca and in depth study of the life and works of Miguel de Cervantes with special attention to Don Quijote de la Mancha and its place as a masterpiece of world literature. Written reports on assigned topics.

SPAN 413 **Spanish Literature of the 19th and 20th Centuries (UD / G)** ❄ ❄ ❄

19th Century Spanish literature, including Neo-classicism, Romanticism, Realism, Naturalism and post-Romantic poetry. Works by Moratin, Zorrilla, Galdós, PardoBazán, Bequer and Blasco Ibañez. Literary and philosophical movements from the "Generation of '98" to the 1960's. The "Generation of '98": Valle-Inclán, Azorin, Unamuno and Baroja. The "Generation of '27": Lorca, Aleixandre and Salinas. The "Generation of '36": Post-war literature and social literature

SPAN 414 **Contemporary Spanish Literature (UD / G)** ❄ ❄ ❄

The writers of present-day Spain and their work. A study of contemporary authors including: Rosa Regás, Javier Marías, Paloma Pedreró, Jose Luis Alonso de Santos, Els Joglars, Felipe Benítez and Ana Rosetti.

SPAN 435 **The Jews in Spain (UD / G)** ❄ ❄ ❄

Historical panorama: The roman, visigothic and Arab Spain. Principal centers of the Jewish community. Toledo. Mediterranean Community. Sevilla and Córdoba. The «Reconquista». Reinsertion of the Jews in Christian territories. The National Unity: The Catholic King and Queen. The Inquisition. The expulsion of the Jews. Contemporary history. The return of the «Sefarditas». Culture and Society. Structure of the Jewish-Spanish society. Ghettos. Laws and «fueros». Spanish economy and the «conversos». Traditions, rites and customs. Language, literature and sciences. Medieval art. The Synagogue, spiritual center of sefardite Spain.

SPAN 440 **Present Day Spain (UD / G)** ❄ ❄ ❄

As the title indicates, this course is a round table discussion class about the various facets of Spain: political, economical, cultural, educational, etc.

SPAN 445 **Women in the History of Spain (UD / G)** ❄ ❄ ❄

Historic precedents, pre-Roman times. Women in Arab Spain. Isabel la Católica. The roll of women in the conquest and colonization of America. Santa Teresa de Avila. Women in the industrial revolution. The 18th and 19th centuries. Women in politics, science and literature. The importance of women in present-day Spain.

SPAN 450 **History of Spanish Cinema (UD)** ❄ ❄ ❄

A complete panoramic study of Spanish Cinema, from its beginning in 1896 to present, Buñuel, Dali, Garcia Berlanga, Saura, Pilar Miró, Julio Medem and others.

## Frequently asked questions



### THE SCHOOLING

- **Can one take more than five courses per semester, or more than three in the summer sessions?** Yes. But in order to take more courses you must consult with your university to confirm that they will accept more credits. Also, there will be an extra charge for additional courses. In general, we don't recommend that the student take more than the prescribed number of courses.
- **Can one take less than five courses per semester, or less than three in the summer sessions?** Yes. You can take fewer courses if you don't need them and if you prefer to have a lighter academic schedule.
- **How many students are there in each class?** The class limit is 15 students, but we try to have smaller classes of 10 students or so.
- **Are all classes taught in Spanish?** Yes. Classes are taught completely in Spanish, with three exceptions: "History of Spanish Art", "Spanish Civilization" and "Present day Spain". These three courses are offered to students who are starting to learn Spanish, but who are interested in those aspects of the Spanish culture.
- **Do all teachers speak English?** No. Some of them speak some English and can help the students occasionally, but the idea is for the students to get used to Spanish. The principal and program coordinators speak fluent English.
- **Are there any tests?** Oh... yes. In addition to the normal homework there are two tests (one midterm and one final) in each session.
- **Do students need to purchase textbooks?** How much do they cost? Most courses require that the student purchase textbooks. The average price is 20 euros (about \$29), so each student should budget approximately \$120 for books each semester and about \$90 for the summer courses. In some courses the teachers give out printed materials instead of textbooks.
- **What's the schedule of classes?** During the semester, each course takes place three hours per week on alternate days (Mondays, Wednesdays and Fridays, or Tuesdays and Thursdays), either in the morning or in the afternoon. During the summer the courses are one hour and half per day (i.e., five days per week), and all classes take place between 9 a.m. and 2:30 p.m.
- **Can one come for a session (either a semester or a summer program) and stay longer?** Yes. The student only needs to notify the school and make the appropriate arrangements prior to the end of the first session.
- **Are there other Spanish students in the school?** Yes, but they come to learn English. Quite often we organize activities in which both Spanish and American students participate, thus getting to know each other and practicing the languages. We also organize conversation exchanges among the students so that they can freely practice with each other.



## Important information

### CLASSIFICATION OF STUDENTS

The Summer Sessions and the School Year in Spain programs are open to all students, teachers of Spanish, and to all persons interested in the Spanish Language and culture either working for credits, or as auditors. Classes at the graduate level are available by special arrangements. Students working for credits must submit, with their application, a transcript of credits from the institution where they are, or were regular students.

#### Requirements:

FOR BEGINNERS: LDS

- None

FOR UPPER DIVISION COURSES: UDS

- Two years of college Spanish or its equivalent.
- 2.5 GPA
- Study Abroad Approval Form.
- Faculty Recommendation Form.
- Transcript of your college work

### CREDITS

Credits are expressed in semester hours. For the School Year program students will be allowed to take a maximum of 15 units (credits) per semester (Longwood University will grant a maximum of 9 graduate credits per semester for graduate level courses). Summer Session students will be allowed to take a maximum of 9 units (credits) per session (Longwood University will grant a maximum of 6 graduate credits per session for graduate level courses). Students may receive credit directly from the Institute of Spanish Studies or through Longwood University. If you wish to receive credit from Longwood University you should indicate this on the application form; once registered, you may not change credit options. Credits will be given by Longwood University only to those who register through Longwood University; Students may not elect to receive credits through Longwood University after the commencement of the session or later. Teachers should check with their Board of Education to make certain that credits will be accepted. College students should check with the Registrar of the University to which credits are to be transferred in order to avoid problems with the acceptance of those credits at the end of the school year or the Summer Sessions. Longwood University is accredited by the Southern Association of Colleges and Schools (SACS).

### CLASSES

Classes are held daily during the morning and/or afternoon at the Institute of Spanish Studies' own building, El Bachiller, 13, Valencia, Spain. Classes are conducted by experienced Spanish University professors and are specially designed for American students; they will

be given in accordance with the American system of teaching. Lectures for all courses are in Spanish unless otherwise stated. During the summer sessions, courses meet for 1 1/2 hours daily from Monday to Friday. During the Fall and Spring semesters courses meet 3 hours a week. Class attendance and examinations are compulsory. The Institute of Spanish Studies reserves the right to cancel or change any courses.

### ATTENDANCE

Class attendance is compulsory. All absences are recorded and made a part of the student's final record. Those whose absences in any course exceed 15% of the scheduled meeting of the class will not be admitted to the final examination and a grade of F will be recorded.

### EXAMINATIONS

Mid-term examinations in each course are held as set forth in the program and a grade is given indicating the progress of the student. Final examinations are compulsory for all courses.

### TRANSCRIPTS

Transcripts will be issued upon request by the Institute of Spanish Studies: c/ El Bachiller, 13, 46010-Valencia, Spain; Phone +34 96 369-6168; Fax +34 96 361-5189; email info@issvalencia.com. Students receiving credit through Longwood University should request transcripts directly from the Registrar's Office, Longwood University, 201 High St., Farmville, VA 23909-9990; Phone (434) 395-2580; Fax (434) 395-2252.

### TEXT BOOKS

Books will be sold at the school during the first days of class. Students should count on spending an average of \$120.00 depending on the courses taken.

### DISCIPLINE

All students are expected to conduct themselves in good behavior. Officers of the Institute are authorized to exercise full control in matters of discipline, including the right to require withdrawal of any student whose moral or academic behavior warrants such a measure.

### EXTRACURRICULAR ACTIVITIES

During the school term as in the Summer Sessions, some Saturday excursions to nearby places have been planned as described in the program. These excursions will free of charge for students and will always be accompanied by a professor.

Valencia offers a wide variety of cultural activities such as lectures, concerts, festivals and museums. Visits and activities will be organized throughout the summer and the school year.

## Financial Information

### COST OF PROGRAMS

2012	Summer	
	ONE SESSION:	\$ 3,950.00
	TWO SESSIONS:	\$ 7,450.00
2012	Fall Semester	
		\$ 9,050.00
2013	Spring Semester	
		\$ 9,050.00
2012 - 13	Full Year	
	FALL AND SPRING SEMESTER	\$ 17,600.00

### PRICES INCLUDE:

#### In all cases:

- Medical Insurance.
- Excursions as stated in the program.

#### Summer Sessions:

- Tuition (for up to 3 classes per session).  
For those requesting Longwood University credits, please note the following limits: undergraduates may take a maximum of 9 credits per Summer Session, or 15 credits during two Summer Sessions.
- Room and full board (breakfast, lunch and dinner) in private homes.

#### School Year:

- Tuition for Fall and/or Spring semesters, with a maximum of 15 semester hours of credit per semester. Longwood University will grant a maximum of 9 credits at graduate level and 15 credits at the undergraduate level per semester.
- Room and full board (breakfast, lunch and dinner) in private homes during the school term (September 4 to December 15 and/or January 15 to May 4).  
Full year students will be on their own during the Christmas holidays from December 15 to January 15. Students who want to stay in the same home assigned to them may do so, but will have to pay for the said period of time, about \$40.00 daily.

### NOT INCLUDED:

- Air transportation, Excess Baggage charges, Local Transportation, Personal Expenses, Optional trips.
- Optional administrative fee for credits through Longwood University (to be added to the cost of the program) is \$250 (Residents of Virginia and other states) Fees for Longwood University credits remain subject to approval by the Board of Visitors of Longwood University.

## Refund Policy



In case of cancellation by the student, this refund policy is necessary to cover the large amount of non-refundable deposits that the Institute must pay in advance to the suppliers of services.

### BEFORE COMMENCEMENT OF CLASSES

#### If rejected or up to 75 days before departure:

- Full refund Including Longwood University Administrative Fee

#### Between 75 and 45 days before departure:

- \$100 cancellation fee. No refund of Longwood University Administrative Fee.

#### Between 45 and 15 days before departure:

- \$200 cancellation fee. No refund of Longwood University Administrative Fee.

#### Between 15 days and departure:

- \$400 cancellation fee. No refund of Longwood University Administrative Fee.

### AFTER DEPARTURE/COMMENCEMENT OF CLASSES

#### Tuition:

- No refund

#### Room and Board:

- Refund is \$20 per unused day of room and board.

#### Longwood University Administrative Fee:

- No refund

## Application Procedure

### REQUIRED DOCUMENTS:

- Application for Admission Form.
- Study Abroad Approval Form.
- Faculty Recommendation Form.
- Transcript of your college work.

The Application for admission form, Study abroad approval form and the Faculty recommendation form can be downloaded from <http://www.issvalencia.com/application.html>

### For students wishing to receive credits directly from the Institute of Spanish Studies:

Please send all the documents and deposit of \$400 to:

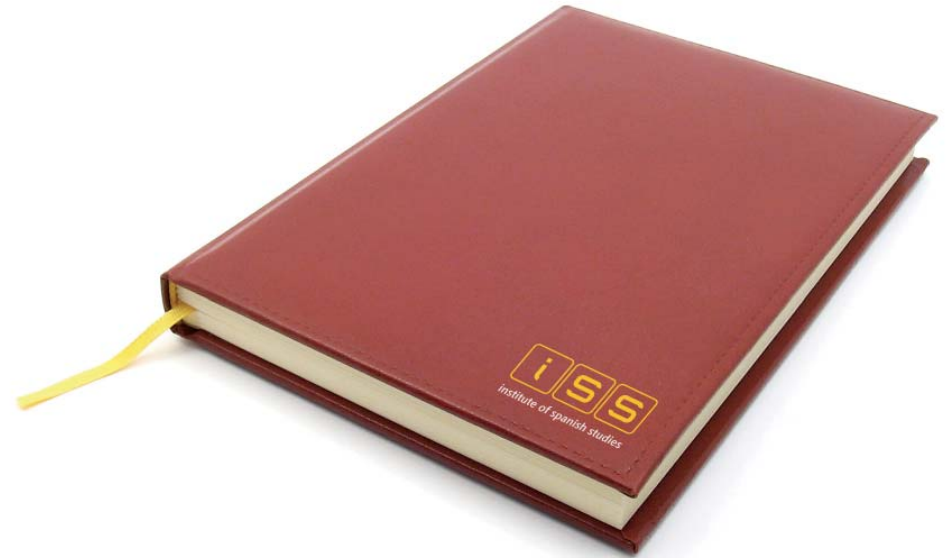
INSTITUTE OF SPANISH STUDIES  
C /El Bachiller 13, 46010 - Valencia (Spain).

### For students wishing credits through Longwood University:

Please send all the documents to:

OFFICE OF INTERNATIONAL AFFAIRS, LONGWOOD UNIVERSITY  
201 High Street, Farmville VA 23909.

\*Please do not send payment with your application materials. Once accepted into the program you will receive a letter from Longwood University requesting that the Administrative Fees and the \$400 deposit be sent to the Accounts/Cashiering office at Longwood University.



### APPLICATION AND PAYMENT DEADLINE

2011	Summer	
	FIRST SUMMER SESSION:	April 30, 2012
	SECOND SUMMER SESSION:	May 28, 2012
2011	Fall Semester	
		July 23, 2012
2012	Spring Semester	
		December 10, 2012

\*After these deadlines applications must be accompanied by full payment.

## For further information

Please visit our web page:

[www.issvalencia.com](http://www.issvalencia.com)

or contact us at



institute of spanish studies

El Bachiller, 13. 46010 Valencia (Spain)

Phone: Int'l +34 963 696 168

Fax: Int'l +34 963 615 189

email: [info@issvalencia.com](mailto:info@issvalencia.com)

**We will happy to answer any questios or assist you in any way.**